

Brianna Hoxie

Pay Period

12/16/2023 to

12/31/2023

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday	12/31/2023								0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday	12/16/2023								0.00	
Total Week		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Sunday	12/17/2023								0.00	
Monday	12/18/2023	7.57							7.57	
Tuesday	12/19/2023	7.32							7.32	
Wednesday	12/20/2023	7.43							7.43	
Thursday	12/21/2023	4.00							4.00	
Friday	12/22/2023								0.00	
Saturday	12/23/2023								0.00	
Total Week		26.32	0.00	0.00	0.00	0.00	0.00	0.00	26.32	
Sunday	12/24/2023								0.00	
Monday	12/25/2023					8.00			8.00	
Tuesday	12/26/2023								0.00	
Wednesday	12/27/2023	7.05							7.05	
Thursday	12/28/2023	7.55							7.55	
Friday	12/29/2023								0.00	
Saturday	12/30/2023								0.00	
Total Week		14.60	0.00	0.00	0.00	8.00	0.00	0.00	22.60	
Total Pay Period		40.92	0.00	0.00	0.00	8.00	0.00	0.00	48.92	

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

Brianna Hoxie

12/16/2023 to 12/31/2023

Regular	PTO	OT	DT	Total Hours
40.92	0.00	0.00	0.00	40.92

Time in	Time out	Duration	
December 18, 2023			
			7.57
7:51am	3:25pm	7.57	ADM > ADM - Customer Relations
December 19, 2023			
			7.32
7:48am	3:07pm	7.32	ADM > ADM - Customer Relations
December 20, 2023			
			7.43
7:47am	3:13pm	7.43	ADM > ADM - Customer Relations
December 21, 2023			
			4.00
11:40am	3:40pm	4.00	ADM > ADM - Customer Relations
December 27, 2023			
			7.05
8:01am	3:04pm	7.05	ADM > ADM - Customer Relations
December 28, 2023			
			7.55
7:46am	3:19pm	7.55	ADM > ADM - Customer Relations